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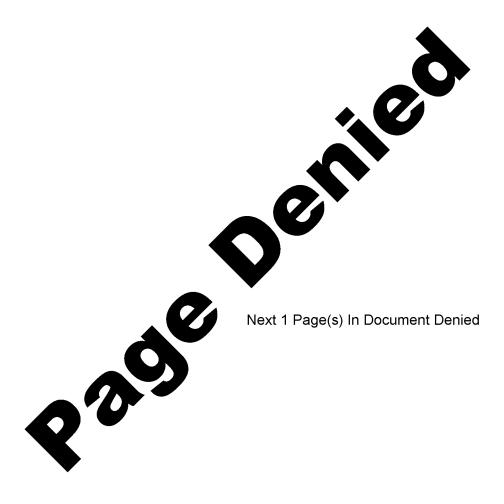
DDA 85-0060/23 14 June 1985

MEMORANDUM FOR:	Director of Central Intelligence	100-15
FROM:	Harry E. Fitzwater Deputy Director for Administration	15
SUBJECT:	Weekly Report for Period Ending 14 June 19	985
1. Progress	s reports on tasks assigned by the DCI/DDCI:	:
None.		
2. Items/e	vents of interest:	
(OF) representate the Cullinet Character to Agency's new promost supportive	ice of Information Technology (OIT) and Offitives travelled to Boston and met Tuesday, I airman of the Board, John Cullinane, and Production of the Board of Cullinet software for using Cullinet software for the board agreed to provide the desired level of the implementation of this system.	ll June, with esident, for the wo men were
update the incre	OF biweekly payroll processed 6060 manual (eases in Language Use Awards (LUA) effective mployees receiving LUA at Headquarters and o	e 26 May 1985.
concerning empl refund from OPM also contacted are now calling	representatives have made several telephone oyees who have resigned from the Agency and of their retirement contributions. These OPM personally on several occasions with no the Agency for help. We have assisted the rnishing duplicate cards and records to OPM	requested a employees have success and former

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- q. The Director of Equal Employment Opportunity/Office of Peronnel (OP) met with Carl Rowan who agreed to continue to assist the Agency in minority recruitment. Mr. Rowan offered to address a group of minority students at an Agency-sponsored symposium. In addition, he offered radio broadcast time for Congressman Louis Stokes, a new black member of the HPSCI, to address the Intelligence Community's recruitment of minorities.
- r. As a result of recent Employee Bulletins and the current attractive growth performance of the Voluntary Investment Plan (VIP), recent cash contributions to the Plan have increased over 150 percent. In addition, many current participants have initiated action to increase their payroll deductions to the Plan.

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- t. The fifth increment of OSS records, consisting of 130 cubic feet of Washington/Field Station Records, has been transferred to the National Archives and Records Administration (NARA). With this transfer, NARA now holds 793 cubic feet of OSS records.
- u. A new 10-meter satellite antenna for use by the Foreign Broadcast Information Service (FBIS) is to be installed at the end of K Lane in the North Parking Lot. The site has been selected and the contractor is performing soil analysis. Excavation for the antenna pad is scheduled to begin on 24 June. Trenching for the electrical and sign cables is scheduled to begin 27 June.
- v. A Personal Security Course (PSC) was conducted during the week of 3 June with 27 trainees enrolled. The trainee group was represented by all Directorates with 7 from the DA, 12 from DS&T, 3 from DI and 5 from the DO.

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briefing and lecture support from the various Agency components remains effective, but with the increase in the number of PSC runnings, the Washington Operations Training Staff (WOTS) is actively seeking to develop an in-house capability through staff training by specialized components.

3. Significant activities anticipated during the coming week:

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On Wednesday, 19 June, the DDA, along with DDI, DDS&T and DDO, will spend the evening with the Graduating Career Trainees--Field Tradecraft Course.

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